

Sacred Heart Parish Primary School

Parent Group Committee

Minutes of the Committee Meeting

Held on Tuesday 26 July 2016

At SHPPS Administration Block, 192 Lane Street, Broken Hill

- Meeting Opened:** 9.16am
- Chairperson:** Mariette Curcuruto-Dunlevy
- Present:** Mariette Curcuruto-Dunlevy, Michelle McLachlan, Louise Symonds, Selina LaRovere-Nagas, Caryn Muscat, Trevor Rynne
- Apologies:** Belinda Miller
- Quorum:** Present
- Welcome:** Trevor Rynne welcomed all present to the meeting and led the opening prayer.
- Ratification of Previous Minutes:** Minutes of the Committee Meeting held 7 June 2016 were read.
RESOLVED (moved Caryn Muscat seconded Michelle McLachlan) the Minutes of the Meeting held on 7 June 2016 are a true and correct record of that meeting.
- Correspondence:** The correspondence list was tabled for consideration at this meeting, and the correspondence folder made available for perusal.
- Secretary/Treasurer's Report:** A written report was tabled at the meeting from the Treasurer Selina LaRovere-Nagas, and is incorporated as an annexure to these minutes.
- Selina reported that as yet there was no bank statement for June/July. Deposits have been recorded at about \$9512.00. Parent Group is still waiting on St Pats Money to be transferred from School Account. It is also noted that the Parent Group owes the school reimbursement for canteen convenor's wages. Next roll over date for the term deposit is October. Interest received on the term deposit is quite low. The amount to be reinvested will be subject to the playground payment. The Paver fundraiser discussion is still ongoing. The Parent Group and School committee need to meet to discuss the playground revitalisation and are looking to meet next week. After the meeting, we will get the ball rolling on the paver fundraiser. Selina to put float together for the weekend Globe Timber Fundraiser.

RESOLVED (moved Caryn Muscat, Seconded Louise Symonds) that the Treasurer's report be accepted.

Canteen Convenor's Report:

Stacey did not provide a written report and an oral report was provided by Trevor in Stacey's place. It is noted that the freezer has been purchased and is working well. A 4 slice toaster has also been purchased. The issue of the missing doors in the canteen is still unresolved. **RESOLVED** (moved Symonds, Seconded Muscat) to purchase and install new doors, pending confirmation of cost. It is noted that the purchase of this item can wait a little longer.

RESOLVED (moved Louise Symonds, Seconded Caryn Muscat) that the Canteen Convenor's report be accepted.

Fete

Michelle McLachlan reported on the Fete planning. At the moment, we are looking for volunteers to help – a general appeal for names and phone numbers and looking to discuss what to include in the Fete.

We are seeking Donations from:

- Silver City Charities (money)
- Demo Club – Drinks
- Top End Meats – deals
- Woolworths – donations / cheap ingredients
- Coles – donations / cheap ingredients
- All the mines – money / prizes
- Credit Union – money / prizes
- Westpac - money / prizes.
- ANZ - money / prizes
- Commonwealth - money / prizes

We are looking to approach these organisations personally, with a letter seeking donations as well.

There are some people we need to approach to give jobs:

- Mrs McKay
- Stacey Walsh
- Bronte Philp
- Ms Armitage
- Kristy McQueen
- Emma Smith
- Anne-Marie Crittendon

Stalls:

- Canteen Bags, aprons, water bottles, paver orders etc – Carolyn Goldstone
- Second Hand books – Kelly Finch and Mrs Smith

- Second Hand clothes – still seeking convenor
- White Elephant – Caryn Muscat and Mallory
- Toy Stall – Selina LaRovere
- Face Painting – Mrs Coff
- Hair Accessories – Natalie and Sharon Di Francesci
- AFL – Mrs Tracey
- Cupcake – Annette Denton and family
- New Items / Lucky Dips – still seeking convenor
- Put-Put – Mr Jefferies
- Tattoos – Sherri and Michelle McLachlan (contact Lifeline for the tattoo machine)
- Raffle – Amanda
- Landcare – Belinda Miller
- Knock-em-downs – still seeking convenor
- Paddle Pops game - still seeking convenor
- Cake Stall - still seeking convenor
- Money on Money - still seeking convenor
- Plants/crafts/preserves - still seeking convenor

Food:

- Hot Chips - Tara
- Hot Dogs – Stacey
- BBQ – Belinda
- Donuts – Sandra (needs 2 helpers)
- Canteen – Stacey Rynne
- Fairy Floss – Jason
- Pizza/Pasta – Mariette Curcuruto & family
- Toffee Apples – Louise

Rides:

- Ponies – Cecilia
- Jumping Castle – Natalie
- Approach YMCA about Castle

Entertainment:

- School Choir – Annette Denton
- BIU Band – Caryn Muscat
- Approach Fr Nick and Fr Simon for Accordion and Guitar
- Gymnastics
- Highland Dancers – Joy Baldwin

It is noted that storage is an issue at school so most storage will need to be off site.

Date for fete is ***Thursday 20 October 2016.***

Playground

Selina reported that she was asking Shane Stenhouse for contacts as Shane was conducting the Sturt Park playground

- revitalisation** revitalisation. There are some issues to finalise such as how do we go about getting the plan and design and what cost we need to spend. We are looking at soft fall surface for the playground and also the cost of installation of the playground equipment. Paul Bartlet did the last install for the lower playground. Peter Ryan would have been involved in that. Check with Silverlea about the softfall supplier and price. There is a Project meeting on Monday 1 August 2016. We are looking at what money can the Parent Group contribute for the play equipment etc. Looking to include benches and tables etc. At this stage it seems that the project will proceed in 3 stages– soft fall, equipment, pavers then sails then tables and chairs – looking to do it over a period of time.
- Cinema Night Fundraiser:** Louise advised that we need to set a date and look for a group of people to help – donations of sausages and bread, popcorn machine, fairy floss to be made and bagged, purchase drinks-suggest that we do food service through the canteen, discuss with Stacey about lollies. Decide on the movie and then pay APRA fee – We need to ascertain if we have an APRA licence. Looking at **22 September 2016** for the Cinema Night.
- School Trip:** **RESOLVED** that the Parent Group will donate \$500 annually to defray the cost of the Year 5/6 excursion. (Moved: Louise Symonds, Seconded Selina LaRovere-Nagas). Mariette to write letter to send the cheque to the class.
- School Welcome** Sympathy card sent to Norley Family and welcome cards to Hannah (Year 6) and Ricki (Year 3) and Gracie (Kindergarten)
- Canteen Rebranding** The top two entries are: The Snack Shack and Loaves and Fishes with the third suggestion to be picked by Trevor Rynne. Mariette to do election form as preferential voting once all three names decided on.
- Bag Hooks:** All completed over the holidays.
- Order bear and balls:** Looking at 100 each. Mariette to arrange supply
- Globe Timber Fundraiser:** To be an excellent fundraiser for the school. Decided to do a sausage sizzle, lollies, drinks, cakes, coffee and tea. Mariette to convene and arrange stall. Still looking for volunteers for the day, particularly in the afternoon. Mariette to arrange for the purchase of 550 sausages from Blende Street Butchers, 20 loaves of bread from McLeods (it is noted that if we ask for frozen bread it will be at no cost) and Mariette to purchase drinks for Saturday (Coke, Zero, Solo, Fanta, Sprite, Water). Will also need napkins, price lists, tables, BBQ, etc. Trevor can assist

with bringing items from school and set up and close down of site. Mariette to be present all during the day and also for set up and close down of site. Mariette to confirm with Selina site position, what school will be doing, float etc.

**School Committee
Report:**

No report tendered at this time as no meeting between last meeting and this meeting.

There being no further business, the meeting closed at 10.20am.

Next Meeting to occur:

30 August 2016 at 9.15am (Administration Building)

Confirmed as a correct record:

Dated:



Mariette Curcuruto-Dunlevy, Secretary